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CAPTAIN, BURTON ISLAND FERRY

Overall Job Responsibility

Responsible for the safe operation of Vermont State Park's Island Runner ferry boat wellbeing of up to 80 passengers, including crew and park personnel, while in transit from Kill Kare State Park to Burton Island State Park. Responsible for operating the ferry, passenger safety, general maintenance and upkeep of the 56' vessel, and providing high levels of customer service. Supervises Ferry Boat Deckhands. 40 hours per week, 3-4 days per week. 12-hour days and weekend work required. Significant experience operating larger (50-60') vessels required. This position requires a USCG 50Ton Master's License, or greater. Requires random chemical (drug) testing to comply with USCG regulations.

Extreme weather conditions do exist in this part of Lake Champlain and utmost caution and discretion must be exercised by the Captain. Waves of 4-6' waves in the area are not uncommon, as are extremely strong winds.

Qualifications Required

The Island Runner is a US Coast Guard inspected vessel. Captains must hold a valid USCG 50 Ton Master (or greater) license to operate the vessel. Prior experience in boat handling, both large and small, is essential as the Captain is operating a 56' Motor Vessel outfitted with twin Jet Drives, as well as smaller island support vessels. Captain must pass pre-employment and random urinalysis as required by the US Coast Guard.

Education: High school graduation or equivalent and two years of experience in any combination in the following areas: park operations, buildings or ground maintenance, recreation, tourism, hospitality, customer service, conservation, or related field.

OR

High school graduation or equivalent and two years of college in one of the above fields.

Additional Required Current Certifications:

Basic First Aid Certification

CPR Certification

Valid Driver's License

Supervisory Responsibilities

The Captain is assigned 2 crewmembers, "deckhands". Deckhands are responsible for line handling, assisting passengers in the safe loading and unloading of vessel, passenger safety while underway, and delivering gear to campsites. Captain is responsible for the training and regular safety drills regarding man overboard, fire, and other emergency procedures in accordance with USCG regulations. It is the Captain's responsibility to assign various boat-related tasks to assure the vessel's safety and cleanliness. Boat crew is also expected to assist park staff with park related projects once boat related responsibilities are completed.

The captain is responsible for the safety their crew and passengers at all times.

Skills Required

Working knowledge of vessel electronic systems to include:

Use of radar	GPS navigation	Emergency alarm panel
Depth recorder		Basic computer skills
VHF marine radio		
Electronic charting		

Vessel Maintenance- working knowledge of the following Engine Room Systems:

- Dual Caterpillar Diesel engines
- Northern Lights generator
- Dual Hamilton water jet drives
- Monitor vessel electrical system

Examples of Work Performed

Inspection and Maintenance of all onboard Safety-related systems:

Fire hoses & nozzles	Man overboard module
Fire extinguishers	Emergency life ring
Bilge pumps	Emergency strobe lights
PA system	Emergency life rafts
Personal floatation devices	

Maintain Vessel Log and record:

Engine hours	Fuel, water levels
Weather forecast	List of vessel crew
Lake level, temp, conditions	Passenger count

Clean Vessel:

Restroom facilities	Wheelhouse
Passenger decks	

Inspections:

Engine/generator fluid levels	Jet drives
Condition of bilges	Hull
Sea strainers	Dock lines and cleats

Maintenance as required:

Oil changes	Adding coolant
Add fuel as needed	Clean sea strainers and bilge
Waste pump out	

Other Shoreside Job Duties:

- Assist in dock maintenance and repairs
- Assist park staff in pump outs of pleasure boats
- Arrange for and deliver gear to and from campsites
- Basic maintenance and repairs of Island small boat fleet

ENVIRONMENTAL CONDITIONS:

Work often occurs outdoors in all weather and temperature extremes of the May through October Vermont season. Work is often outdoors, and often in inclement weather. Regular lifting of gear, materials, and equipment is required. Regular use of hand and power tools and equipment such as hammers, tractors. Significant time may also be spent

within the park office/contact station in a non-air-conditioned environment. Duties require considerable interaction with the public. Position requires weekend work.



FERRY BOAT DECKHAND

PG 15

Assists in the operation of Vermont State Park's Island Runner ferry boat from Kill Kare State Park to Burton Island State Park. Position is largely focused on customer service and passenger safety, as well as general maintenance and cleaning of vessel as directed by Ferry Boat Captain. Also responsible for gear deliveries to and from campsites on Burton Island State Park. 40 hours per week, 3-4 days per week. 12-hour days and weekend work required. This position requires random chemical (drug) testing to comply with USCG regulations.

DEFINITION:

This position performs daily deckhand duties aboard Vermont State Parks' Island Runner ferry boat and at Burton Island and Kill Kare State Parks. Position works closely with the Ferry Captain and other State Park staff to facilitate the safe transport of passengers and gear to and from Burton Island. Duties are performed under the direct supervision of the Ferry Boat Captain and the Marine Operations Supervisor.

EXAMPLES OF WORK PERFORMED:

Provides guidance and assistance to passengers embarking and disembarking on the ferry; checks tickets, tallies passengers on board, and ensures that passengers' gear is secure and easy to locate. Assists passengers in loading and unloading gear.

Assists in the safe departure and arrival of ferry to docks; handles the ferry's lines when arriving and departing, as well as providing a stern lookout for captain.

Delivers gear to campsites; assists campers in loading and unloading gear and firewood and delivers to campsites/ferry between ferry runs. Works with captain and other deckhand to coordinate gear deliveries efficiently.

Performs daily vessel checks to ensure the vessel is safe, clean, and ready for operation.

Checks bilges, basic mechanical and fluid checks, and disconnects vessel from shore.

Communicates any issues to Captain immediately.

Regularly assists in basic cleaning and maintenance tasks including but not limited to bathrooms, decks, and vessel. Assists in oil changes or other small maintenance projects as directed by vessel captain. Regularly practices and participates as needed with emergency procedures; provides excellence in customer service.



KNOWLEDGE, SKILLS AND ABILITIES:

Ability and willingness to work with other people

Ability to communicate effectively with passengers and fellow crew members to ensure safety and enjoyment of passengers

Physical ability and condition sufficient to perform required duties

Ability and willingness to learn and conduct emergency operations, basic vessel operation and maintenance, and cleaning, all under Captain's direction

Skill in working in a team setting

ENVIRONMENTAL CONDITIONS:

Duties are performed in a variety of field situations, frequently on boats, frequently in inclement weather conditions, and on slippery, unsteady surfaces such as docks and boat decks. Work is performed on Lake Champlain, frequently in rough lake conditions.

Standing, bending, and reaching for long periods of time will be required. Work includes some hazardous materials handling. Safety equipment as well as State Park shirts and hats are provided. Typical schedule is twelve-hour days, three on, four off, four on, three off. Weekend/holiday work is required.

MINIMUM ELIGIBILITY REQUIREMENTS

Education: High School Diploma or equivalent or three (3) years of high school.

SPECIAL REQUIREMENTS

Incumbents must be 18 years of age or older by start date.

As a merchant mariner, incumbents must submit to both pre-employment and random chemical (drug) testing in accordance with 46 C.F.R. § 16.



MAINTENANCE MECHANIC B

PG 18

Skilled maintenance work at or above the journeyman level of difficulty and responsibility in construction, structural maintenance and repair of park facilities, buildings, grounds, small equipment, and utilities. The duties include performing routine maintenance and repair work in an independent park setting on a project-by-project basis. To perform duties, the use of a variety of construction and mechanic tools, small equipment, and vehicles is typical. Lifting heavy weights (up to 75 lbs.) is typical. A background in carpentry, plumbing and/or small equipment repair is a plus. When applying on-line, apply to one or more of the following "Park Preferences" for these maintenance positions:

Emerald Lake Maintenance Shop, Button Bay Maintenance Shop, Lake Carmi Maintenance Shop, Knight Point Maintenance Shop, Groton Maintenance Shop and/or Gifford Woods Maintenance Shop

Class Definition:

Skilled maintenance work at or above the journeyman level of difficulty and responsibility in the construction, structural maintenance and repair of buildings, grounds and utilities. An employee in this class may supervise Maintenance Mechanics A and other maintenance personnel and volunteers in construction repair, alteration or general preventive maintenance work and may also independently perform specialized and difficult work in a skilled trade area. Positions report to a technical supervisor.

Examples of Work:

Plans, lays out, draws sketches, and orders materials for new construction or difficult alteration work which does not require engineering level design skills. Supervises volunteers and employees engaged in actual construction and alteration work. Supervises skilled and semiskilled tradesmen in the maintenance and repair of machinery, equipment, buildings and utilities. Supervises and participates in the installation and repair of electrical equipment, wiring, plumbing and heating and ventilation equipment and lines. May prepare daily/weekly project status reports and related paperwork. Ensures that proper safety procedures and applicable codes are observed. Performs related work as required.

Environmental Factors:

Duties are performed outdoors and inside buildings. Incumbents must be able to climb ladders, lift heavy weights (up to 60 lbs.), and work in cramped, damp, or poorly ventilated areas. Manual dexterity is needed to operate equipment and use tools. Some evening or overtime work may be necessary. Certain positions may require possession of

a valid driver's license. Certain positions may be assigned work in State institutions and correctional facilities, where exposure to patients and inmates is present.



Minimum Qualifications

Knowledge, Skills and Abilities:

Considerable knowledge of the methods, practices, tools and materials used in building and mechanical maintenance and repair work.

Considerable knowledge of safety procedures used in construction and maintenance activities.

Skill at or above the journeyman level in the use and care of tools and equipment.

Ability to read and interpret blueprints of significant complexity.

Ability to follow complex oral and written instructions.

Ability to plan, lay out, assign, inspect and supervise the work of apprentices and other laborers.

Ability to estimate materials and to order and control materials to effect most economical use.

Ability to prepare and maintain basic project reports/records.

Ability to communicate effectively orally and in writing.

Education and Experience:

High School or vocational school graduation, including at least one (1) year of industrial arts and/or mechanical repair type vocational training courses.

OR

Two (2) years at the apprentice level in carpentry, plumbing, and /or small engine repair.

Education/ Experience may be substituted with 3 years of work experience in any of the trades.

Special Requirements: n/a